

# NOGALES TRANSIT FEASIBILITY AND IMPLEMENTATION PROJECT

## Transit Advisory Committee Meeting #4

November 1, 2006

Nogales City Hall

### Meeting Notes

#### 1. Attendance

Name	Affiliation	Telephone Number	E-mail Address
Manuel Tapia, Jr.	City of Nogales	(520) 285-5753	<a href="mailto:mtapia@cityofnogales.net">mtapia@cityofnogales.net</a>
Jamie Fontes	City of Nogales	(520) 287-6571	<a href="mailto:jfontes@cityofnogales.net">jfontes@cityofnogales.net</a>
Matt Carpenter	ADOT	(602) 712-6790	<a href="mailto:mcarpenter@azdot.gov">mcarpenter@azdot.gov</a>
Danny Granillo	ADOT	(520) 388-4203	<a href="mailto:dgranillo@azdot.gov">dgranillo@azdot.gov</a>
Natalie Clark	ADOT	(520) 388-4252	<a href="mailto:nclark@azdot.gov">nclark@azdot.gov</a>
David Fields	Nelson\Nygaard	(212) 242-2490	<a href="mailto:dfields@nelsonnygaard.com">dfields@nelsonnygaard.com</a>

#### 2. Draft Implementation Report

David Fields welcomed the TAC and thanked them for their efforts to date.

David reported that the Draft Implementation Plan had been distributed to the TAC two weeks ago. A limited number of comments had been received and were incorporated into the report, where applicable. David asked the TAC if there were any additional comments. The TAC responded that the report looked thorough and there were no additional comments.

#### 3. Implementation Schedule

David Fields distributed and reviewed the draft Implementation Schedule (see attached), highlighting times for additional TAC meetings. Matt Carpenter added that the membership of the TAC may change during implementation, to allow additional technical input by relevant City agencies.

#### 4. Next Steps

David Fields reported that the City Council is prepared to vote on adoption of the Implementation Plan at tonight's meeting.

Manuel Tapia thanked the TAC for their support and direction through the project and hoped they would continue to provide assistance during project implementation.

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## Implementation Schedule

- November 2006
  - Plan Adoption by City Council
- December 2006
  - City/ADOT Coordination on Funding Application
- February 2007
  - City Submits Application for Funds
- August-September 2007
  - ADOT Approval of Funds
  - City Drafts Bus Specification
- October 2007
  - City to Finalize Bus Specifications and Award to Vendor
  - Initiate Outreach to Local Advertisers
  - TAC Meeting and Presentation to City Council
- January 2008
  - City to Draft Bus Maintenance Plan
  - City to Draft Operating Procedures Manual
- February 2008
  - City to Finalize Routes
- March 2008
  - Bus Delivery
  - Hire Staff
- April 2008
  - Training for Administrative and Operations Staff (including Drug and Alcohol Compliance, ADA Training, PASS Training, Dispatch Training, and Defensive Driving)
  - Print and Post Schedules
  - Identify and Post Bus Stops
  - Initiate Advertising
  - TAC Meeting and Presentation to City Council
- May 2008
  - Initiate Service